

POSITION DESCRIPTION

Job Title:	Construction Trades Instructor	FLSA Status	Full-Time
Department:	Adult Training Programs	Last Update	05/28/2024
Reports To:	Director of Adult Training		

Summary: To provide comprehensive instruction in construction trades to students enrolled in the technical school's program, incorporating NCCER curriculum guidelines to ensure a well-rounded and industry-relevant educational experience.

Essential Duties and Responsibilities: This position will work collaboratively to deliver instruction in the Adult Program of Construction Trades.

Curriculum Development and Implementation:

- Design and develop lesson plans in accordance with NCCER curriculum standards, ensuring alignment with program objectives and industry requirements.
- Integrate theoretical concepts with practical, hands-on learning experiences to enhance students' understanding and skills development.
- Regularly update curriculum materials to reflect changes in industry practices, technology, and regulations.
- Instruction and Classroom Management:
- Deliver engaging and interactive classroom instruction, utilizing a variety of teaching methods to accommodate diverse learning styles.
- Foster a positive and inclusive learning environment conducive to student success and active participation.
- Implement effective classroom management strategies to maintain discipline and ensure a safe learning environment.

Skill Demonstration and Assessment:

- Facilitate skill demonstrations and practical exercises to reinforce theoretical knowledge and develop students' technical proficiency.
- Conduct regular assessments to evaluate students' progress and mastery of key competencies outlined in the NCCER curriculum.
- Provide constructive feedback to students to support their continuous improvement and achievement of learning objectives.

Professional Development:

- Stay abreast of industry trends, advancements, and best practices in construction trades through professional development activities, such as workshops, seminars, and conferences.
- Pursue relevant certifications and credentials to enhance subject matter expertise and instructional effectiveness.
- Collaborate with colleagues and industry professionals to exchange ideas, resources, and instructional strategies.

Student Support and Advising:

- Offer academic and career guidance to students, assisting them in setting goals and developing plans for post-graduation employment or further education.
- Provide mentorship and support to students facing academic or personal challenges, referring them to appropriate resources as needed.
- Foster partnerships with local employers and industry stakeholders to facilitate internships, job placements, and networking opportunities for students.

Administrative Duties:

- Maintain accurate records of student attendance, grades, and performance assessments in compliance with school policies and procedures.
- Collaborate with program administrators and staff to coordinate program logistics, such as scheduling, equipment procurement, and facility maintenance.
- Participate in departmental meetings, committees, and other school-related activities to contribute to program improvement and institutional initiatives.

Qualifications:

- 2-5 year of experience in the field of construction trades with proficiency in various trades and construction techniques.
- Certification as an NCCER Certified Instructor highly desirable.
- Strong communication and interpersonal skills, with the ability to effectively engage and motivate students.
- Demonstrated commitment to ongoing professional development and continuous improvement.
- Prior teaching or training experience preferred, particularly in an educational setting.